



# PLANNING COMMISSION

## MINUTES OF THE MEETING

### **MEETING SUMMARY**

Regular Bi-monthly Meeting  
Thursday, April 20, 2017, 6:30pm  
City of Sammamish Council Chambers

### **COMMISSIONERS PRESENT**

Eric Brooks, Pos. 1  
Shanna Collins, Pos. 3, Chair  
Larry Crandall, Pos. 4, Vice-Chair  
Roisin O'Farrell, Pos. 2  
Jane Garrison, Pos. 5  
Matthew Petrich, Pos. 6  
Nancy Anderson, Pos. 7

### **STAFF PRESENT**

Jeff Thomas, Director of Community Development  
Doug McIntyre, Senior Planner  
David Goodman, Management Analyst  
Kevin Johnson, Permit Technician

### **CALL TO ORDER**

Chair Shanna Collins called the Sammamish Planning Commission meeting to order at 6:30 pm.

**APPROVAL OF AGENDA:** Vice Chair Crandall motioned to approve; Commissioner Garrison seconded –  
**Approved 7:0** The Agenda was approved as read.

### **Public Comment: Non-Agenda:** (3 Min Individual / 5 Min Representative)

Jennifer Kim, 4001 239<sup>th</sup> PL SE  
Topic: Neighborhood Character / Trees

Ken Gamblen, 1830 216<sup>th</sup> PL NE  
Topic: Neighborhood Character / Trees

### **Public Comment Closed**

### **OLD BUSINESS 6:40 PM** ([Bookmarked Video Link](#))

### **Neighborhood Character – Work Session**

Staff commenced presentation:

**Overview:** Doug McIntyre presented on the following topics of neighborhood character with the intent to finalize a memo on the Commissions opinion to then be presented to the City Council;

- Support for a scaled approach to buffers, which could be accomplished by implementing a buffer scaled by the percentage of a lot's dimension.

- Establish a maximum buffer width should be set in order to cap the buffers to avoid potential takings and provide assurance to property owners.
- Need for a strong purpose statement that demonstrates the reasons why the City desires to regulate such buffer areas.
- Support for the idea that a buffer be flexible to have active or passive uses within it depending upon the site characteristics.
- Consideration for the quality of the buffer over the quantity (i.e. dimension) of the buffer
- Incorporate a sufficient focus on tree protection.

### **Commission and Staff began discussion**

Commission asked for clarification on the scaled approach and the minimum and maximum cap of buffers along arterials. Garrison stated that scaling buffers to the property size rather than a width based on purpose, could appear to be a taking

Staff responded that having a one size buffer for all properties is not feasible as it would be more likely to result in a taking since some lots would be disproportionately affected by a standard size buffer. By having a scaled buffer, it would not be over burdensome on small or narrow lots but then also by having caps it protects both property owners and the public.

Commission discussed their views on the importance of a strong purpose statement and how it needs to be written in a way that creates ample justification for any code changes that may occur. Commission asked staff to include Commissioner Garrison's purpose statement that she presented, in the memo that will be presented to the City Council.

Commission stated that flexibility of buffer sizes and that the quality of the buffer is important as depending on what the buffer is to be used for, the size of the buffer should reflect that. Commission also stated that the City should get input from others such as the Police since they sometimes do not want thick buffers as it creates a difficulty for doing night time patrolling.

Commission stated that while the current tree protection and retention standards are stronger than they once were, it still is weak in many ways when you look at the other city regulations like those that allow for a 30-foot minimum lot width which contradicts the idea of saving trees.

### **NEW BUSINESS 7:30 PM** ([Bookmarked Video Link](#))

#### **Title 24 Update – Work Session**

Staff commenced presentation:

**Overview:** David Goodman presented on Sammamish Municipal Code (SMC) Title 24, which contains the processes, procedures, and requirements for updating and amending the Comprehensive Plan.

- Under the Growth Management Act (Chapter 36.70A RCW), Sammamish must adopt a Comprehensive Plan to serve as the “centerpiece of local planning” efforts. The Plan is a framework for decisions on land use, transportation, housing, capital facilities, parks, and the environment.

- Pursuant to RCW 36.70A.130, major updates to the Comprehensive Plan are required every eight years, beginning in 2015. This “periodic update” allows the City to make appropriate changes to the Plan in response to changes in local conditions and priorities, county planning policies, and state law.
- Also pursuant to RCW 36.70A.130, the City may choose to make certain types of amendments to the Comprehensive Plan one time per year between periodic updates. The processes and procedures for doing so are determined by the City.

### **Commission and Staff began discussion**

Commission stated that they are in favor of syncing up the updating process with the budget cycle, along with referencing the RCWs rather than listing their contents to eliminate the need for constant tweaks of the code to keep up with changes in state law.

Commission asked for staff to share the information that staff has gathered from surrounding cities during their research and writing of the new code.

Commission will wait to see what staff proposes regarding an update to the Comprehensive Plan update and amendment process before determining if they will need more meetings to discuss it or if they will move straight to public hearing.

### **Public Comment – Agenda (7 Minutes) – 7:50 PM ([Bookmarked Video Link](#))**

Jolie Imperatoli, 745 2<sup>nd</sup> AVE NW Issaquah  
Topic: Comprehensive Plan Update

Paul Stickney, 504 228<sup>th</sup> AVE SE  
Topic: Neighborhood Character & Comprehensive Plan Update

### **Public Comment Closed – 8:00 PM**

Commission reminded the public that the May 4<sup>th</sup> meeting has been canceled but there will be a joint meeting with the City Council on Tuesday May 9<sup>th</sup>

Staff asked Commission for volunteers to sit on the interview panel for the Urban Forest Management Plan consultants. Vice-Chair Crandall and Commissioner Garrison volunteered.

**Motion to Adjourn:** Commission Brooks motioned to adjourn; seconded. **Approved 7:0**  
Meeting adjourned at 8:06 pm.

Chair: Shanna Collins  
PC Coordinator: Kevin Johnson

[Video Audio Record 4/20/17](#)

*Roberts Rules of Order applied: [RONR (10<sup>TH</sup> ed.), p. 451, 1. 25-28]*